



City Commission Meeting

February 20, 2024 at 5:30 PM

118 W Central Ave, Arkansas City, KS

Please join our meeting <https://global.gotomeeting.com/join/830975669>
Or dial in using your phone: United States: +1 (571) 317-3122 Access Code: 830 975 669

I. Routine Business

1. Roll Call
2. Opening Prayer and Pledge of Allegiance
3. Additions or Deletions **(Voice Vote)**
4. Approval of the Agenda **(Voice Vote)**

II. Awards and Proclamations

1. Proclaim March 2024 as Intellectual and Developmental Disabilities Awareness Month in Arkansas City.
2. Proclaim March 17-23, 2024, as Severe Weather Awareness Week in Arkansas City.

III. Recognition of Visitors/Staff

1. Presentation of the Life Saving “Heart of Kindness” Award by Children’s Mercy, to Arkansas City Police Officers Lt. Corey Combs and Sgt. Detective Kelsey Horinek, Firefighter-EMT Isaac ‘Ike’ Hobbs, Firefighter-Paramedic Brandy Rice, Firefighter-EMT Patrick Rodke, Engineer-EMT Logon French, and Fire Marshall Chet Ranzau for their life saving efforts.
2. Receive a presentation from Executive Director Dr. Marcy Aycock regarding REAP of South Central Kansas.

IV. Consent Agenda (Voice Vote)

Note: All matters listed below on the Consent Agenda are considered under one motion and enacted by one motion. There should be no separate discussion. If such discussion is desired, any item may be removed from the Consent Agenda and then considered separately under Section VI: New Business.

1. Approve the February 6, 2024, regular meeting minutes as written.
2. Ratify Mayor Jay Warren’s appointment of:
 - Ryan Whitley to the Outstanding Student Award Committee
 - Brad Bryant to the South Central Kansas Medical Center Board of Trustees
3. Ratify Mayor Jay Warren’s re-appointment of :
 - JoAnn Bierle to the Community Spirit Award Committee and Equal Opportunity & Accessibility Advisory Board
4. End-date extension request for Community Development Block Grant (CDBG) Home Rehabilitation Grant. Currently, the grant is scheduled to expire on March 14, 2024. We are seeking an extension of the award date to July 14, 2024. **(Voice Vote)**

V. New Business

City Manager Department

- [1.](#) A Resolution authorizing an agreement with Professional Engineering Consultants (PEC), to provide a housing master plan and related services for a 101 acre tract owned by the City, for an amount not to exceed \$28,550.00. **(Voice Vote)**
- [2.](#) A Resolution amending Resolution No. 2021-12-3452, concerning the composition of the Northwest Community Center (NWCC) Advisory Board. **(Voice Vote)**

Environmental Services Department

1. Select one voting delegate and one alternate to attend the 2024 Kansas Rural Water Association annual business meeting to be held Thursday, March 28, 2024. **(Voice Vote)**

Public Services Department

- [1.](#) A Resolution authorizing the City of Arkansas City to accept a bid submitted by Keeler Equipment to purchase a 83" X 16' Sanitation Dump Trailer, for an amount not to exceed \$12,250.00. **(Voice Vote)**

VI. Items for Discussion by City Commissioners

VII. Comments from the Audience for Items not on the Agenda

The public will be allowed to speak on issues or items that are not scheduled for discussion on the agenda. Individuals should address all comments and questions to the Commission. Comments should be limited to issues and items relevant to the business of the Governing Body. The Commission will not discuss or debate these items, nor will the Commission make decisions on items presented during this time. Each person will be limited to five (5) minutes.

VIII. City Manager Updates & Reports

IX. Financial Summary

- [1.](#) January 2024 Financial Summary

X. Adjournment

Office of the Mayor

Arkansas City, Kansas
Proclamation

WHEREAS, the month of March has been designated as “National Intellectual and Developmental Disabilities Awareness Month” in order to celebrate and recognize people with disabilities; and

WHEREAS, disability is a natural part of the human experience and in no way diminishes the right of people with disabilities to make choices, contribute to society, and experience in full the many blessings of American society; and

WHEREAS, family members, friends, and the community at large all play a role in supporting people with disabilities as they pursue their dreams; and

WHEREAS, the goals of this City properly include helping people with disabilities to realize full access to housing, employment, and the recreational activities which help to create productive and satisfying lives, and also to live as independently as possible.

NOW, THEREFORE, The Mayor of the City of Arkansas City, Kansas, does hereby proclaim the month of **March 2024** as

INTELLECTUAL AND DEVELOPMENTAL DISABILITIES AWARENESS MONTH

in Arkansas City, and call upon the citizens of Arkansas City to observe this month with appropriate programs and activities, and furthermore, encourage the citizens of Arkansas City to seek information from those organizations with expertise in matters concerning professionals who support individuals with intellectual and developmental disabilities.

In witness thereof I have hereunto set my hand and caused this seal to be affixed:

Name/Title Jay Warren, Mayor
Date: February 20, 2024

Office of the Mayor
Arkansas City, Kansas

Proclamation

WHEREAS, Severe Weather Awareness Week is an annual opportunity to raise awareness about the importance of preparing for and understanding severe weather and flooding in Kansas, and to encourage all citizens to prepare their homes, businesses, and communities better for the upcoming storm and flood season; and

WHEREAS, the Kansas Hazard Mitigation Plan identifies severe weather and flooding as some of the costliest types of natural disasters in Kansas, in terms of lost lives, injuries and property damage; and

WHEREAS, severe thunderstorms, tornadoes, and floods annually threaten people, pets, livestock, homes and other property in every county in Kansas; and

WHEREAS, severe thunderstorms, tornadoes, and floods can happen anytime, anywhere and without prior warning; and

WHEREAS, flood damage is not normally covered under a standard homeowner’s insurance policy; and

WHEREAS, the State of Kansas, in conjunction with the National Oceanic and Atmospheric Administration’s National Weather Service, will observe Severe Weather Awareness Week on **March 17-23**.

NOW, THEREFORE, The Mayor of the City of Arkansas City, Kansas, does hereby proclaim and recognize **March 17-23, 2024**, as

SEVERE WEATHER AWARENESS WEEK

in the City of Arkansas City, Kansas, and urge all citizens to recognize this observance with appropriate readiness and preparedness actions, and further call upon and urge all citizens to consider becoming more educated about severe weather threats by taking part in the annual presentation of “**Storm Fury on the Plains**” that will be offered this year at **6:30 p.m. on February 15, 2024**, at Cowley Cinema 8.

In witness thereof I have hereunto set my hand and caused this seal to be affixed.

 Name/Title: *Jay Warren, Mayor*
 Date: *February 20, 2024*



City Commission Agenda Item

Section III, Item 1.

Meeting Date: February 20, 2024

From: Interim Police Chief Jim Holloway, Detective Lieutenant Jason Legleiter, EMS Director Jeri Wheatly & Interim Fire/EMS Chief Stuart Cassaboom

Item: Life Saving “Heart of Kindness” Award presented by Children’s Mercy

Purpose: Presentation of the Life Saving “Heart of Kindness” Award by Children’s Mercy, to Arkansas City Police Officers Lt. Corey Combs and Sgt. Detective Kelsey Horinek, Firefighter-EMT Isaac ‘Ike’ Hobbs, Firefighter-Paramedic Brandy Rice, Firefighter-EMT Patrick Rodke, Engineer-EMT Logon French, and Fire Marshall Chet Ranzau for their life saving efforts.

Background:
 On January 10th, 2024, Arkansas City EMS was dispatched to a local residence for an unresponsive 14-year-old. Officers were asked to assist EMS at this location. Sgt. Detective Horinek was the first officer on scene locating the male subject who was unresponsive lying in bed. Sgt. Detective Horinek checked and was not able to locate a pulse. She immediately began life saving efforts in the form of CPR. Lt. Combs arrived shortly after CPR was started and assisted with chest compressions.

Sgt. Detective Horinek and Lt. Combs continued with lifesaving efforts until our EMS team arrived. Firefighter-EMT Isaac ‘Ike’ Hobbs, Firefighter-Paramedic Brandy Rice, Firefighter-EMT Patick Rodke, Engineer-EMT Logon French, and Fire Marshall Chet Ranzau arrived on scene and continued with more advance efforts administered. A pulse was able to be obtained on the juvenile and he was transported to the SCKMC hospital as code red. Children’s Mercy Transport was then able to re-locate the young patient to Kansas City for further treatment, eventually moving to stable condition and remarkably, the patient was able to walk out of the hospital one week later.

Childrens Mercy would like to recognize the outstanding response and lifesaving care this patient received by presenting the Arkansas City Emergency Response Team with their “ Heart of Kindness” award. “This award is given annually to first responders who represent the best of our ranks in the care of a pediatric patient. We are so very proud to be able to extend our congratulations to your team as this year’s recipients”, Children’s Mercy of Kansas City Assistant Director of Critical Care Transport & EMS Relations Heather Scruton stated in correspondence with staff.

Commission Options:

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:



Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: February 20, 2023
From: Randy Frazer, City Manager
Item: REAP Update

Purpose: Receive a presentation from Executive Director Dr. Marcy Aycock regarding REAP of South Central Kansas.

Background:

The City of Arkansas City is an active member of REAP, an organization that connects communities across South Central Kansas, further serving as an advocate for community partners as they convene on regional related issues helping to support and develop initiatives, further identifying future economic needs for the betterment of our linked communities.

Commission Options:

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

- Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:

Randy Frazer, City Manager

REAP THE BENEFITS of Membership

REAP represents a common voice on issues that impact the economy in South-Central Kansas.

REAP provides an organized forum for local governments; identifying regional priorities and taking joint actions.

REAP serves as a conduit between members and the South Central Kansas Legislative Delegation:

- Collaborating with membership to create unified Regional Legislative Priorities each year.
- Providing opportunities for direct engagement with SCKS Legislative Delegation.
- Providing advocacy for local governments in South Central Kansas on issues of common interest during the legislative session and throughout the year.
- Providing weekly legislative updates throughout legislative session.

REAP coordinates meetings, public forums, and opportunities across the region.

REAP provides opportunities: Project Collaboration, Webinars, Networking, Strategy Sharing and more.

REAP provides local governments a forum for collaboration on issues that have a clear common interest:

- Regional infrastructure priorities, including passenger rail, water protection, and energy .
- Access to health care and behavioral health services.
- Skills training, workforce development, and economic development.

REAP serves 30+ member communities/municipalities across 10 counties.



REAP

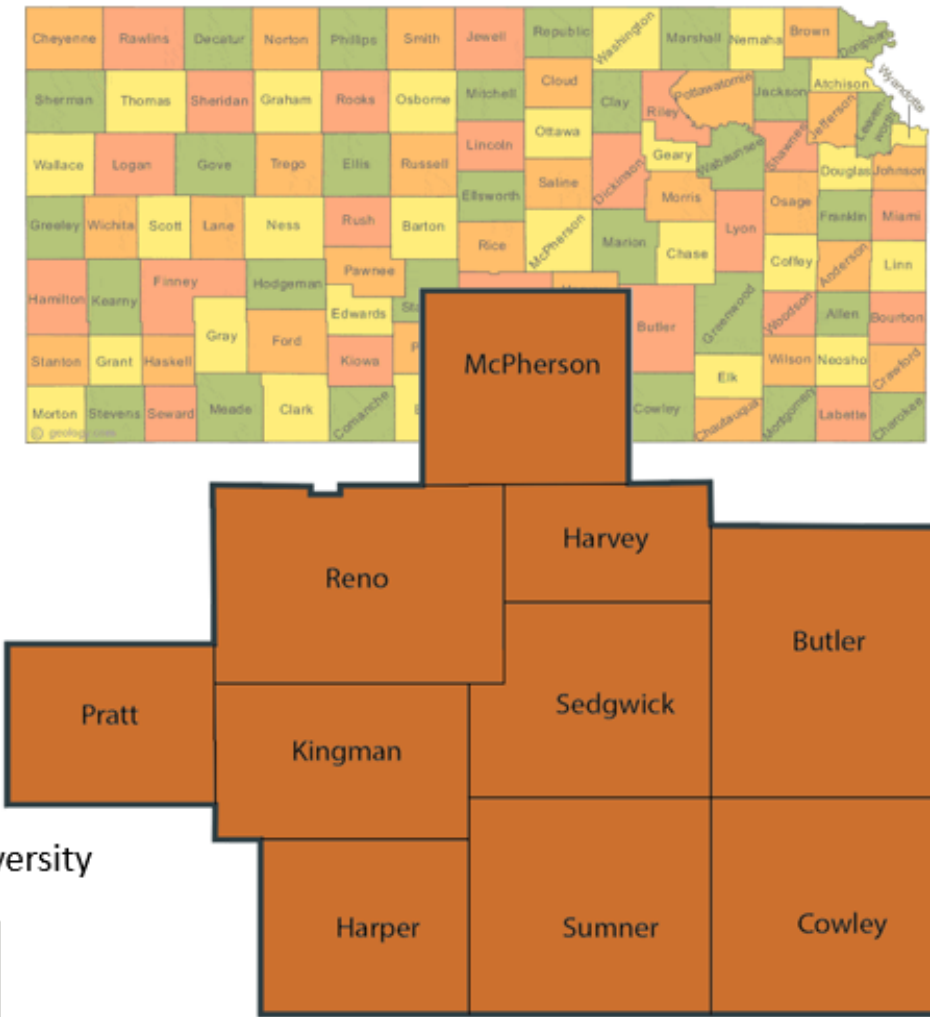
2024 LEGISLATIVE PRIORITIES

- Regional Job Growth & Business Expansion
- Health & Safety
- Regional Infrastructure
- Local Government
- Federal Government

Local governments are consistently facing and addressing issues that do not respect traditional political boundaries, but have a significant impact on the economic well-being and policy decisions of their individual jurisdictions.

CURRENT MEMBERS

- Andover
- Arkansas City
- Bel Aire
- Bentley
- Cheney
- Clearwater
- Colwich
- Cowley Community College
- Derby
- El Dorado
- Garden Plain
- Goddard
- Harper
- Harvey County
- Haysville
- Hesston
- Kechi
- Lindsborg
- McPherson
- Moundridge
- Mount Hope
- Newton
- North Newton
- Park City
- Pratt
- Sedgwick County
- USD 265 Goddard
- USD 375 Circle
- Valley Center
- Wellington
- Wichita
- Wichita State University



STRENGTHENING THE ECONOMY OF SOUTH-CENTRAL KANSAS THROUGH JOINT ACTION OF CITIES AND COUNTIES





City Commission Agenda Item

Meeting Date: February 20, 2024
From: Tiffany Parsons, City Clerk
Item: Approve the February 6, 2024, Regular Meeting Minutes

Purpose: Approve the February 6, 2024, regular meeting minutes as written.

Background:

Each meeting, the City Commission reviews and approves the minutes of its prior meeting(s).

Commission Options:

- 1. Approve with consent agenda.
- 2. Remove item from consent agenda for further consideration.

Approved for Agenda by:

A handwritten signature in black ink, appearing to read "Randy Frazer", is written over a horizontal line.

Randy Frazer, City Manager



Tuesday, February 6, 2024
Regular Meeting Minutes
118 W Central Ave, Arkansas City, KS

Routine Business

1. Opening Prayer and Pledge of Allegiance led by Mayor Warren.
2. Roll Call

PRESENT

Commissioner Chad Beeson
 Commissioner Diana Spielman
 Commissioner Tad Stover
 Commissioner Charles Tweedy
 Mayor Jay Warren

ABSENT

None

Also present from staff: City Attorney Larry Schwartz, City Manager Randy Frazer, City Clerk Tiffany Parsons, Communications Director Shana Adkisson, Detective Lieutenant Jason Legleiter, Interim Police Chief Jim Holloway, Master Police Office Madison Picket, Police Captain Anthony Rider, Police Lieutenant Travis Stroud, Police Lieutenant Wade Hammond, Police Office Dylan Hettenbach, and Police Service Officer Eric Gross.

3. Additions or Deletions. There were two additions to the agenda as read by City Manager Randy Frazer.
 - Delete and replace New Business, City Manager Department Item No. 1 with, **Receive an update from Alfredo Sampayo on the Sleeth Addition Residential Housing Development.**

Motion made by Commissioner Beeson, Seconded by Commissioner Spielman to approve the additions as presented.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

4. Approval of the Agenda

Motion made by Commissioner Stover, Seconded by Commissioner Spielman to approve the agenda with the additions.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

Awards and Proclamations

1. Proclaim the first Thursday in February as Optimist Day in Arkansas City.

Mayor Warren delivered the proclamation. Arkansas City Optimist Club President Garrett Heilig spoke of the annual worldwide celebration honoring Optimist clubs, members, and their communities. The Optimist Club of Arkansas City, Kansas was founded in 1981.

Recognition of Visitors/Staff

1. Presentation of the VFW Post Officer of the Year Award to Officer Dylan Hettenbach.

VFW Post 1254 announced Arkansas City Police Officer Dylan Hettenbach of the Arkansas City Police Department as the recipient of the annual VFW Post Officer of the Year Award. VFW Charlie Cravens presented the award in recognition of Officer Hettenbach's outstanding public safety contributions.

Consent Agenda

Note: All matters listed below on the Consent Agenda are considered under one motion and enacted by one motion. There should be no separate discussion. If such discussion is desired, any item may be removed from the Consent Agenda and then considered separately under Section VI: New Business.

1. Approve the Approve the January 16, 2024, regular meeting minutes as written.
2. Authorize a Letter of Support from City Commissioners to the Senate Transportation Committee, in support SB-349 Passenger Rail Service Program for the future Heartland Flyer Extension Project.

Motion made by Commissioner Spielman, Seconded by Commissioner Tweedy to approve the consent agenda as written.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved.

Old Business

City Clerk Parsons presented the following items for consideration:

1. Approve amendments to previously approved Independent Contractor Service Agreement Addendum No. 2 with N.M. Iverson, Jr. for Municipal Court Judge Services.

Motion made by Commissioner Tweedy, Seconded by Commissioner Stover to approve the item as written.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved, and in correlation with previous given Resolution No. 2024-01-3594.

2. Approve amendments to previously approved Independent Contractor Service Agreement Addendum No. 2 with E. Rodney Iverson, for Municipal Court Judge Services.

Motion made by Commissioner Beeson, Seconded by Commissioner Tweedy to approve the item as written.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved, and in correlation with previous given Resolution No. 2024-01-3595.

3. Approve amendments to previously approved Professional Services Agreement Addendum No. 1 with H. Kristin Munson, for City Prosecutor services in Municipal Court.

Motion made by Commissioner Stover, Seconded by Commissioner Spielman to approve the item as written.

Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; in correlation with previous given Resolution No. 2024-01-3596.

New Business

City Clerk Parsons offered the following items for consideration:

City Manager Department

- 1. **Receive an update from Alfredo Sampayo on the Sleeth Addition Residential Housing Development.**

Alfredo Sampayo reported on several items that are still pending on the project. The survey has just been completed and the results should be in this week. The project agreement is still in the works. Phase 1 of the environmental report is still in progress. The group is also still waiting for a response from the tax investment credits.

- 2. An Ordinance exempting the application of K.S.A. § 41-719(c) to allow the sale and consumption of alcoholic liquor at a designated area of Wilson Park, from 11:00 AM to 10:00 PM, during Tacolalah on May 4, 2024.

City Clerk Parsons explained that this is an annual request by the Tacolalah Board. They are using the same license caterer as last year, the only difference is the are requesting to start severing drinks at 11:00 am as opposed to noon in previous years.

Motion made by Mayor Beeson, Seconded by Commissioner Tweedy to approve the item as written.

*Roll Call Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; given **Ordinance No. 2024-02-4603.***

- 3. A Resolution authorizing the City of Arkansas City to allocate funds for capital improvements to the Cowley County Humane Society building, for an amount not to exceed \$15,000.00.

City Manager Frazer spoke of the improvement needed to the building that are essential for facility to meet state requirements, further explaining that maintenance has not been kept up on in the past but the Humane Society is under new management that has brought this to our attention. This amount is the City’s share, as repairs costs are to be split between the City of Arkansas City and the City of Winfield as joint of the buildings.

Motion made by Mayor Warren, Seconded by Commissioner Stover to approve the item as written.

*Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; given **Resolution No. 2024-02-3597.***

Environmental Services Department

- 1. A Resolution authorizing the City of Arkansas City to accept a bid submitted by Kansas Water Technologies, of Valley Center, KS, to purchase Reverse Osmosis Membranes and assist in installation thereof, for an amount not to exceed \$319,200.00.

Assistant Environmental Services Superintendent Kyle Blubaugh reported that the current reverse osmosis membranes at the Water Plant after testing have degraded beyond repair and are losing the ability to maintain water quality. These membranes have gone beyond their 5-year lifespan and differential pressures exceed that recommended by the manufacturer.

Motion made by Commissioner Spielman, Seconded by Commissioner Stover to approve the item as written.

*Voting Yea: Commissioner Beeson, Commissioner Spielman, Commissioner Stover, Commissioner Tweedy, and Mayor Warren. Mayor Warren declared the motion approved; given **Resolution No. 2024-02-3598.***

Items for Discussion by City Commissioners

Commissioner Beeson provided an update of the hospital funds. Research has shown misallocation of funds.

Commissioner Spielman reported that the cement plant is on our city water source.

Commissioner Tweedy spoke of a Cars and Coffee car show stating at 8:00 am – noon then commencing later in the evening at 7:00 pm in the parking lot.

Comments from the Audience for Items not on the Agenda

County resident Brandon Jellings at 1328 W Skyline Rd., spoke of the 101 acres the city recently purchased, mentioning that he wanted to purchase the entire property initially and would like to develop the area. He has concerns for the sidewalk and road condition along Skyline Road.

County resident Kelly Nuss at 1549 W. Skyline Rd., also believes Skyline Road is in a horrible shape. She would like to see nice homes built around the area that are better than affordable housing.

County resident Henry ‘Mick’ McVaugh at 3236 N. 15th, mentioned he lives on the corner of 15th and Skyline Road and does not want low-income housing near his home, and he wants Skyline Road to be fixed. Mick told of an incident where a resident of Meadowlark apartments damaged his home front windows over a year ago. Mick also mentioned a personal hospital bill discrepancy he would like resolved.

Michael ‘Mickie’ Schmith residing at 426 N. C St., presented before the commission a history of his contribution working with the youth at the YMCA in Seattle, WA, in hopes for bringing that same service to the Arkansas City. Schmith provided brief insight of his Indian heritage passing a gift to each commissioner. Schmith ended his presentation by verbally resigning from the Northwest Community Advisory Board, as his appointment expired on February 1, 2024.

City Manager Updates & Reminders

City Manager Frazer provided the following reminders and updates before the commission.

1. Public Health Officer Tom Langer approached City Manager Frazer concerning the Health Department Facility roof on Radio Lane. Per the contract with the City, the Health Department is responsible for building maintenance. The roof replacement is at an estimated cost of \$34,000.00. City Manger Frazer has reached out to insurance company and will be working with them.
2. Mayor and City Manager attend the KMU Day at the Capitol in Topeka, KS on January 31st. Local ad varlorem tax reduction is still on the books from the early 2000’s. Staff will write letters of support.
3. Friday, February 9th City Commission Special Work Session for future strategic planning with staff.
4. Commission department tours will commence February 13th with the Fire Department tours starting at 8:30 am.
5. The City is up for an award on the Water Treatment Plant Project. The ceremony will be held February 23rd by the Associated Generals of Kansas.
6. South Central Kansas Health Foundation (Hospital) Gala is March 2, 2024 , the city has a table reserved for commissioners who would like to attend.

- 7. LKM Leaders Academy is April 12th-13th in Manhattan, KS. Rooms are available to commissioners who would like to attend.
- 8. The city will submit a written testimony in opposition to Senate Bill 8 and House Bill 2511.
- 9. Abandoned property discussion will take place at the next work session.

Adjournment

*Motion made by Commissioner Tweedy, seconded by Commissioner to adjourn the meeting.
The voice vote was unanimous in favor of the motion. Mayor Warren declared the meeting adjourned.*

**THE CITY OF ARKANSAS CITY
BOARD OF CITY COMMISSIONERS**

(Seal)

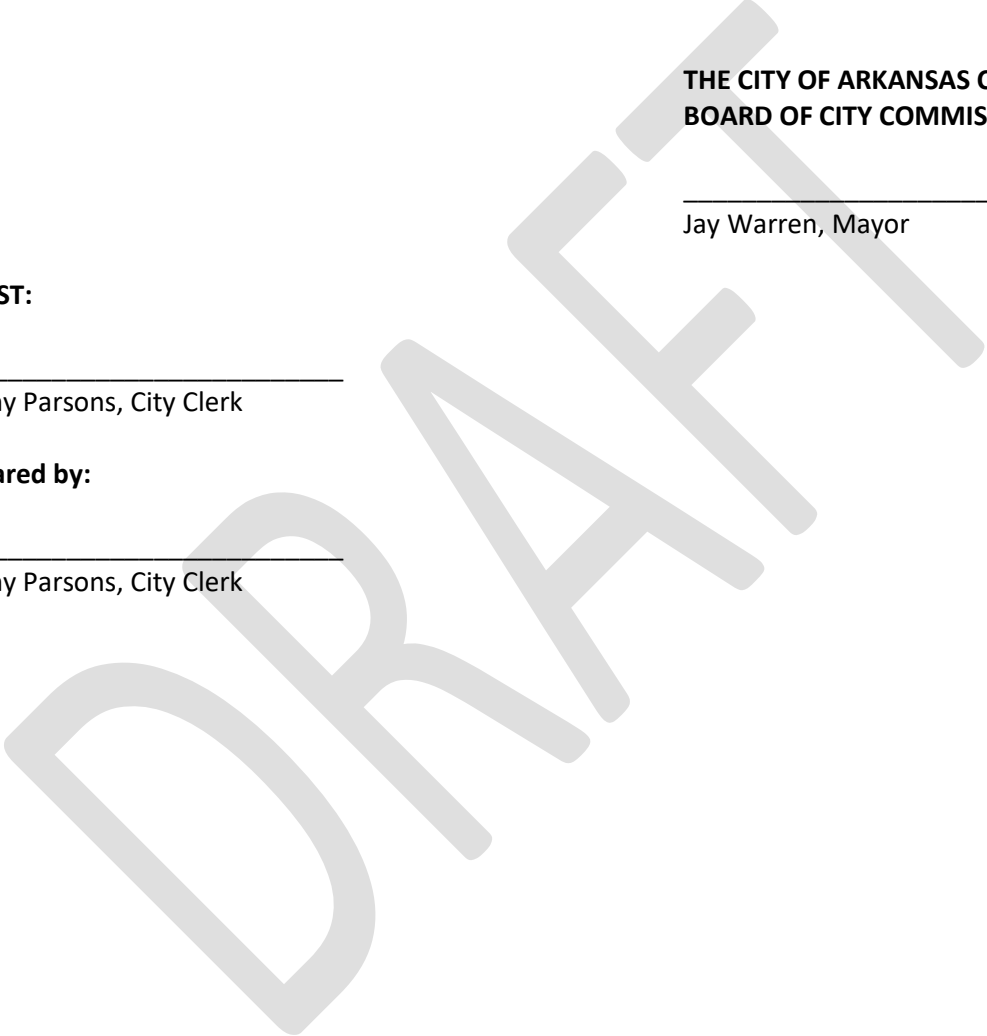
Jay Warren, Mayor

ATTEST:

Tiffany Parsons, City Clerk

Prepared by:

Tiffany Parsons, City Clerk





City Commission Agenda Item

Meeting Date: February 20, 2024
From: Tiffany Parsons, City Clerk
Item: City Board Appointment – Ryan Whitley to Outstanding Student Award Committee

Purpose: Ratify Mayor Jay Warren’s appointment of Ryan Whitley to the Outstanding Student Award Committee.

Background:

Ryan Whitley has expressed an interest in serving on this board. Residing in Arkansas City for seven years, Ryan serves our community as the Northside Baptist Church Pastor and Vice-President of Optimist Club. Previously, Ryan was the Board of Family Life Services President.

The board and Mayor Warren recommend Ryan Whitley be appointed to the Outstanding Student Award Committee.

Commission Options:

- 1. Approve with consent agenda.
- 2. Remove from consent agenda to new business for further consideration.

Approved for Agenda by:

A handwritten signature in black ink, appearing to read "Randy Frazer", written over a horizontal line.

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: February 20, 2024
From: Tiffany Parsons, City Clerk
Item: City Board Appointment – Brad Bryant to SCKMC Board of Trustees

Purpose: Ratify Mayor Jay Warren’s appointment of Brad Bryant to the South Central Kansas Medical Center (SCKMC) Board of Trustees.

Background:

Brad Bryant has expressed an interest in serving on this board. Native to Arkansas City, Brad is currently employed as Market President of Union State Bank. He is an active member of the Ark City Rotary and SCK Health Foundation Board. Brad has is also a Leadership Kansas Farm Bureau (KFB) participant/graduate and has served as past president of Cowley County Farm Bureau Association Board.

The board and Mayor Warren recommend Brad Bryant be appointed to the South Central Kansas Medical Center Board of Trustees.

Commission Options:

- 1. Approve with consent agenda.
- 2. Remove from consent agenda to new business for further consideration.

Approved for Agenda by:

A handwritten signature in black ink, appearing to read "Randy Frazer", written over a horizontal line.

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: February 20, 2024
From: Tiffany Parsons, City Clerk
Item: City Board Re-Appointments

Purpose: Ratify Mayor Jay Warren’s re-appointment of:

- JoAnn Bierle to the Community Spirit Award Committee and Equal Opportunity & Accessibility Advisory Board

Background:

JoAnn currently serves on both boards and is requesting re-appointment to each respective board. The boards and Mayor Warren recommend to re-appoint JoAnn Bierle to these boards.

Commission Options:

1. Approve with consent agenda.
2. Remove from consent agenda for further consideration.

Approved for Agenda by:

A handwritten signature in black ink, appearing to read "Randy Frazer", written over a horizontal line.

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: February 20th, 2024
From: Nick Rizzio, Municipal Project Manager
Item: CDBG Housing Rehabilitation Grant (1047) Extension

Purpose: End-date extension request for Community Development Block Grant (CDBG) Program Home Rehabilitation Grant. Currently, the grant is scheduled to expire on March 14, 2024. We are seeking an extension of the award date to July 14, 2024. **(Voice Vote)**

Background:

Arkansas City respectfully requests an end-date extension for our CDBG Home Rehabilitation Grant that is scheduled to expire on March 14, 2024. Our city has diligently promoted the CDBG Home Rehabilitation Program through extensive social media campaigns, door-to-door outreach, and additional advertising. Despite these efforts, we have encountered challenges in receiving completed applications from the Target Area. After exploring various avenues, the city is now making a final push to complete inspections and rehabilitation of one final property within the Target Area.

We firmly believe that a four-month extension will give the City the necessary time to complete the final housing rehab, allowing us to proceed with the housing plan and pursue rehabilitation in other areas. We are committed to delivering high-impact programs that positively influence our community and we greatly appreciate your understanding and support.

Commission Options:

- 1. Approve the extension request.
- 2. Disapprove the extension request.
- 3. Table item for further discussion.

Fiscal Impact:

Amount: \$0

Fund: Department: Expense Code:

Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:

Randy Frazer, City Manager



CITY OF ARKANSAS CITY, KANSAS

Office of Randy Frazer, City Manager
City Hall | 118 W. Central Avenue | Arkansas City, Kansas | 67005-0778
(620) 441-4415 | Fax (620) 441-4426 | rfrazier@arkansascityks.gov

February 13, 2024

Kansas Department of Commerce
Tim Parks
1000 S.W. Jackson St., Suite 100
Topeka, Kansas 66612-1354

Re: Award Date Time Extension
CDBG Grant # 21-HR-001
Arkansas City CDBG Commercial Rehabilitation Program

Dear Mr. Parks,

Arkansas City respectfully requests an end-date extension for our CDBG Home Rehabilitation Grant. Currently, the grant is scheduled to expire on March 14, 2024. We are seeking an extension of the award date until July 14, 2024.

Our city has diligently promoted the CDBG Home Rehabilitation Program through extensive social media campaigns, door-to-door outreach, and additional advertising facilitated by the Chamber of Commerce. Despite these efforts, we have encountered challenges in receiving completed applications from the Target Area. After exploring various avenues, the city is now making a final push to complete inspections and rehabilitation of one final property within the Target Area.

We have received numerous positive responses from LMI (Low to Moderate Income) residents outside of the Target Area, demonstrating their commitment to the success of a housing program in their neighborhood if selected for housing rehabilitation.

We firmly believe that a four-month extension will provide the City with the necessary time to complete the final housing rehab, allowing us to proceed with the housing plan and pursue rehabilitation in other areas. We are committed to delivering high-impact programs that positively influence our community and we greatly appreciate your understanding and support.

Sincerely,

Jay Warren
Mayor, City of Arkansas City

“The City of Arkansas City strives to provide a high quality of life for its citizens by furnishing a variety of efficient services in a professional, courteous manner.”

INSTRUCTIONS: SUBMIT TO COMMERCE TWO ORIGINALLY SIGNED COPIES WITH COVER LETTER CONTAINING REASON(S) FOR REQUEST.

CONTRACT AMENDMENT/REQUEST # 1 (One)

Grantee Name: Arkansas City Grant #: 22-HR-001
Address, City, Zip: 118 West Central Ave, Arkansas City, KS 67005

Date of Request:
Contract Award Date: 03/15/2022 Check as Applicable: Time Extension [X]
Current Completion Date: 03/14/2024 Budget Amendment []

If requesting time extension, indicate amount of time needed to complete the project and give explanation below. Additional 4 (Four) months needed. New completion date 07/14/24

For budget change(s), enter each line item -- regardless of whether budget item changed or not. If approved, this new project budget will supersede any previous budget(s).

Table with 5 columns: No., Activity Item, Existing Grant Budget, Revised Grant Budget, % Change. Includes a TOTALS row at the bottom.

Explanation of Request (attach additional sheets, if needed): (See attached Letter for details)

The city requires this extension to complete inspections and work on one final property in the target area. The amendment shall become effective on ..., 20... All other terms and conditions of the contract or any amendments thereto, shall remain unchanged. IN WITNESS WHEREOF, the parties hereto execute this agreement.

Authorized Signature – Chief Elected Official Jay Warren, Mayor
Typed Name and Title
Date
Kansas Department of Commerce
CDBG Program
Date



City Commission Agenda Item

Meeting Date: 2/20/2024
From: Josh White, Principal Planner
Item: PEC Housing Master Plan for 101 acre tract

Purpose: A Resolution authorizing an agreement with Professional Engineering Consultants (PEC), to provide a housing master plan and related services for a 101 acre tract owned by the City, for an amount not to exceed \$28,550.00. **(Voice Vote)**

Background:

The City of Arkansas City recently purchased a 101 acre tract in the Northwest part of the City and intended for it to be developed as housing. It was determined at a City Commission Work Session that it would be necessary to procure a Master Plan for the Housing on the tract to determine housing type, infrastructure and other planning for the site so as to properly develop the site.

Staff has developed a relationship with Professional Engineering Consultants (PEC) and proposed that they develop a Master Plan for the site. PEC wrote a proposal and as part of the agreement, will develop the plan, meet with staff, conduct public meetings for community input and present the final plan to the City Commission for approval and adoption. The proposed agreement is for an amount not to exceed \$28,550.00.

Commission Options:

1. Approve the resolution
2. Disapprove the resolution
3. Table the resolution for further discussion

Fiscal Impact:

Amount: \$28,550.00

| | | |
|---|---|---|
| Fund: | Department: | Expense Code: |
| <input type="checkbox"/> Included in Budget | <input type="checkbox"/> Grant <input type="checkbox"/> Bonds | <input type="checkbox"/> Other (explain): |

Attachments: Agreement, Resolution

Approved for Agenda by:

Randy Frazer, City Manager

A RESOLUTION AUTHORIZING AN AGREEMENT WITH PROFESSIONAL ENGINEERING CONSULTANTS (PEC), TO PROVIDE A HOUSING MASTER PLAN AND RELATED SERVICES FOR A 101 ACRE TRACT OWNED BY THE CITY FOR AN AMOUNT NOT TO EXCEED \$28,550.00.

WHEREAS, the City of Arkansas City has recently purchased a 101-acre tract in the northwest part of the city intended to be developed as housing; and

WHEREAS, the City wishes to develop a Master Plan for the site to ensure proper development of housing and necessary infrastructure; and

WHEREAS, Professional Engineering Consultants (PEC) has drafted an agreement for services in developing such Master Plan.

NOW, THEREFORE, IN CONSIDERATION OF THE AFORESTATED PREMISES, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY, KANSAS:

SECTION ONE: The Governing Body of the City of Arkansas City, Kansas, hereby authorizes an agreement with Professional Engineering Consultants (PEC), to provide a housing master plan and related services for a 101-acre tract owned by the City in an amount not to exceed \$28,550.

SECTION TWO: The Governing Body of the City of Arkansas City, Kansas, hereby authorizes the Mayor and/or City Manager of the City of Arkansas City to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment.

SECTION THREE: This Resolution will be in full force and effect from its date of passage by the Governing Body of the City of Arkansas City, Kansas.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, this 20th day of February 2024

(Seal)

Jay Warren, Mayor

ATTEST:

Tiffany Parsons, City Clerk

APPROVED AS TO FORM.

Larry Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of Resolution No. 2024-02-____ of the City of Arkansas City, Kansas adopted by the Governing Body on February 20, 2024 as the same appears of record in my office.

DATED: _____

Tiffany Parsons, City Clerk

WORK ORDER NO. 24-01

This Work Order No. 24-01 is made as of this _____ day of _____, 20____, under the terms and conditions established in the Master Agreement between Client and Professional Consultant dated June 5, 2023 (the “Master Services Agreement” between City of Arkansas City, KS (Client) and Professional Engineering Consultants, P.A. (PEC). Except to the extend modified herein, all terms and conditions of the Master Services Agreement shall continue a full force and effect.

A. Project Description.

1. The PROJECT shall consist of Preliminary Site Discovery Phase, Conceptual Site Development Master Planning Phase, and Public Engagement Phase services for a 101.75-acre property (CAMA 306 13 0 20 01 001 00 0 01) located in Arkansas City, Cowley County, Kansas, as depicted in Exhibit B.

B. Anticipated Project Schedule.

1. The fully executed copy of the contract will serve as PEC’s notice to proceed with the services.
2. PEC shall commence its services on the PROJECT within fourteen (14) days after receiving CLIENT’s notice to proceed.
3. PEC and CLIENT anticipate the Preliminary Site Discovery and Conceptual Master Plan services to be completed approximately three (3) months after receiving CLIENT’s notice to proceed.
4. CLIENT acknowledges that directed changes, unforeseen conditions, and other delays may affect the completion of PEC’s services. PEC will not have control over or responsibility for any contractor or vendor’s performance schedule.

C. Project Deliverables.

1. The PROJECT Deliverables shall consist of the following:
 - a) Preliminary Conceptual Development Master Plan
 - b) Final Conceptual Development Master Plan

D. Scope of Services:

1. General Services:
 - a) Attend up to three (3) project review meetings with the CLIENT (virtual).
2. Preliminary Site Discovery Phase:
 - a) Using available public information, research the following background information related to the subject property: environmental factors including historic use of property, soils, drainage patterns, existing plant materials, street circulations, transit stops, and adjacent land uses.

- b) Develop base map to incorporate publicly available data including aerial photography, topography, utility information, floodplain maps, and ownerships.
 - c) Obtain existing utility information (if available) to include the following:
 - i. Sanitary sewer: location, size, and elevations
 - ii. Water: location, size, fire flow, and pressure
 - iii. Electric: location and size
 - iv. Gas: location and size
 - v. Communications: telephone, cable locations
 - d) Request Owners and Encumbrances (O&E) report, if not currently available from the CLIENT.
 - e) Review and summarize the implications on the subject property of long-range planning documents of the authority having jurisdiction (i.e., comprehensive plan, applicable sub-area plans, utility master plans, parks and recreation master plans, housing studies/assessments, etc.).
 - f) Review and summarize zoning requirements including applicable zoning regulations, existing zoning district classification(s), proposed zoning district classifications, annexation processes and requirements, required public hearings, and preliminary zoning-related development schedules.
 - g) Review and summarize subdivision requirements including applicable subdivision regulations and preliminary platting-related development schedules.
 - h) Revise and summarize site plan development requirements if applicable.
3. Conceptual Site Development Master Planning Phase:
- a) Development of one (1) preliminary concept design option in Plan View for the site using results of the Preliminary Site Discovery and CLIENT meetings focused on land allocation and land uses by parcel/tract (not including proposed/conceptual lot boundaries).
 - b) Development of one (1) revised preliminary concept design option per CLIENT's preliminary review.
 - c) Development of one (1) final concept design option per CLIENT's final review and incorporation of Planning Commission and public comments received during the Public Engagement Phase.
4. Public Engagement Phase
- a) Present preliminary concept design at one (1) Planning Commission meeting.
 - b) Develop programming and facilitate presentation of preliminary concept design at one (1) public open house (or equivalent event).
 - c) Create display board(s), presentation materials, and other graphic assets/collateral materials as needed.
 - d) Present final concept design at one (1) City Commission meeting.

E. Additional Responsibilities of Client:

The CLIENT agrees to provide the following pursuant to PEC accomplishing the Scope of Services outlined herein.

1. PROJECT schedule and modifications to the schedule made after the Notice to Proceed.
2. Drawings, studies, reports, and other information available pertaining to the existing site.
3. Provide access to site.
4. Timely response to draft documents.

F. Additional Services:

The following services can be provided by PEC at an additional cost by Supplemental Agreement:

1. Release of electronic files.
2. Engineer's opinion of probable cost for public or private improvements.
3. Meetings in excess of the number identified in the Scope of Services will be performed on an hourly basis, at the rates established on the attached Rate Schedule.
4. Platting, zoning/land use, subdivision (platting) and site plan review processes.
5. 2D/3D renderings/visualizations of concepts in excess of what is included in the Scope of Services.
6. Design of infrastructure improvements.
7. Further analysis of existing utility systems more than what is publicly available.
8. Geotechnical investigation and report with recommendations for grading or pond design, unless included in Scope.
9. Alternate layouts, planning services, and/or enhanced designs not specifically listed in the Scope of Services.
10. Traffic Impact analysis/study.
11. Topographic and ALTA surveys, unless included in Scope.

G. Exclusions:

The following shall be specifically excluded from the Scope of Services to be provided by PEC.

1. Plan review fees and permit fees.
2. Environmental assessments/clearances.
3. Franchise or off-site Utility Design.
4. Railroad/Railway Coordination and Design.
5. Construction Staking, Testing, and Inspection.
6. Outside consultants.
7. Special inspection services. Special inspections are usually required by building codes, building officials, or designers for structural elements of the PROJECT but may include other design disciplines and testing agencies. Any special inspection services required will be covered under a separate or supplemental agreement and are not covered under standard observation services.

H. PEC's Fees & Reimbursable Expenses.

1. PEC will invoice CLIENT one time per month for services rendered and Reimbursable Expenses incurred in the previous month. CLIENT agrees to pay each invoice within 30 days after receipt. Unpaid invoices will bear interest at the rate of 18% per annum.
2. PEC's Fee for its Scope of Services will be on a lump sum basis in the amount of **\$28,550.00.**
3. Taxes are not included in PEC's Fees. CLIENT shall reimburse PEC for any sales, use, and value added taxes which apply to these services.

CITY OF ARKANSAS CITY, KS

**PROFESSIONAL ENGINEERING
CONSULTANTS, P.A**

By: _____

By: _____

Printed Name: _____

Printed Name: _____

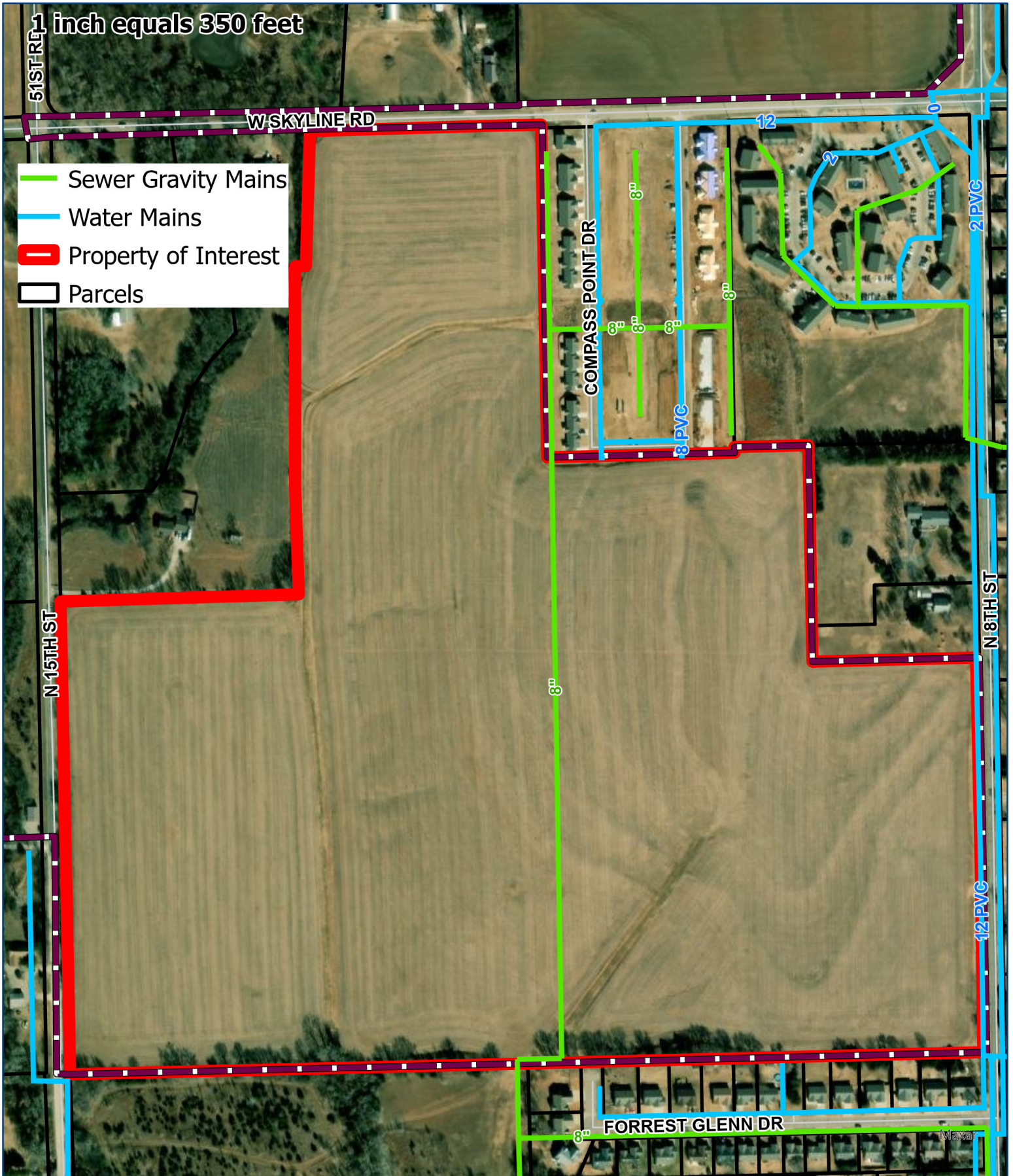
Title: _____

Title: _____

Date: _____

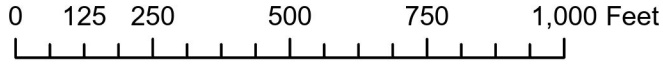
Date: _____

101 acre site



- Sewer Gravity Mains
- Water Mains
- Property of Interest
- Parcels

Produced by the City of Arkansas City GIS using the best available data to date. The City makes no warranty or representation, expressed or implied, with respect to the data displayed. November 09, 2023



RESOLUTION NO. 2024-02-_____**A RESOLUTION AMENDING RESOLUTION NO. 2021-12-3452, CONCERNING THE COMPOSITION OF THE NORTHWEST COMMUNITY CENTER (NWCC) ADVISORY BOARD.**

WHEREAS, the Northwest Community Center Advisory Board was first established by Resolution No. 665, which was approved by the Governing Body of the City of Arkansas City, Kansas, on March 20, 1979; and

WHEREAS, this Resolution established a committee “to serve in an advisory capacity in all matters pertaining to rules and regulations and day to day questions, problems or operations of the Northwest Community Center”; and

WHEREAS, the then five-member composition of this Board was reduced to three members on December 21, 2021, to aid the board in meeting a quorum; and

WHEREAS, due to the quorum requirement, all three members must be present for a meeting to occur which has proven problematic recently with persistent vacancies; and

WHEREAS, increasing the board back to five members would allow more opportunity for the board to meet the quorum requirement should board member vacancy occur; and

WHEREAS, this action could be easily reversed by a future City Commission by simply repealing this Resolution; and

WHEREAS, City staff, the NWCC Director, and three current members of the Board all recommend making this change.

NOW, THEREFORE, IN CONSIDERATION OF THE AFORESTATED PREMISES, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY, KANSAS:

SECTION ONE: The Governing Body of the City of Arkansas City, Kansas, hereby amends Section One of Resolution No. 665 to read as follows (new provisions in italics; deleted provisions struck through):

SECTION ONE: A Northwest Community Center Advisory Board shall be appointed by the Governing Body to serve in an advisory capacity in all matters pertaining to rules and regulations and day to day questions, problems, or operations of the Northwest Community Center. All board recommendations shall be submitted to the City Manager and City Commission for review and necessary action. The advisory board shall consist of ~~three (3) members, each serving five (5) members; one member shall serve a one-year term, two (2) members shall serve two (2) year terms, and two (2) members shall serve three (3) year terms.~~ *Thereafter, members shall be appointed for terms of three (3) years, with one (1) member reappointed each year. Vacancies shall be filled for unexpired terms by appointment to the remainder of the original term. All members shall serve without compensation. From the board, a chairperson shall be elected.*

SECTION TWO: The Governing Body of the City of Arkansas City, Kansas, hereby amends Resolution No. 2021-12-3452 by also redacting Section Five as it longer applies, which to read as follows:

SECTION FIVE: This board shall be exempt from the requirements of Arkansas City Municipal Code Sec. 2-56.

SECTION THREE: The Governing Body of the City of Arkansas City, Kansas, hereby authorizes City staff of the City of Arkansas City, Kansas, to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment.

SECTION FOUR: This Resolution shall be in full force and effect from its date of passage by the Governing Body of the City of Arkansas City, Kansas.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 20th day of February 2024.

(Seal)

Jay Warren, Mayor

ATTEST:

Tiffany Parsons, City Clerk

APPROVED AS TO FORM:

Larry R. Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of Resolution No. 2024-02-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on February 20, 2024, as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk



City Commission Agenda Item

Meeting Date: February 20, 2024
From: Tiffany Parsons, City Clerk
Item: Resolution to Increase NWCC Advisory Board

Purpose: A Resolution amending Resolution No. 2021-12-3452, concerning the composition of the Northwest Community Center (NWCC) Advisory Board. **(Voice Vote)**

Background:

The Northwest Community Center Advisory Board was first established by Resolution No. 665, which was approved by the City Commission on March 20, 1979. It was set up as a five-member (5) board with staggered three-year (3) terms and has continued to operate this way until the present day.

Due to past vacancies, the board members were reduced to only three by Resolution 2021-12-3452. By downsizing the board to just three (3) members, a quorum is only two (2) which worked best at that time and was meant to be a short-term fix to the quorum issue.

However, now there are only two (2) members serving on the board and one vacancy making it a challenge to meet the quorum requirement if one member is unable to meet. By increasing the board membership back to five (5) members, with staggered three (3) year terms, there will be a better chance for the board to meet the (3) member quorum requirement should schedule conflicts arise.

NWCC Director Cindy Bennett, city staff and Mayor Jay Warren agree that the board needs to be amended back an original five (5) board membership.

Commission Options:

1. Approve the Resolution
2. Disapprove the Resolution
3. Table the Resolution for further discussion

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:

Randy Frazer, City Manager



City Commission Agenda Item

Meeting Date: February 20, 2024
From: Randy Frazer, City Manager
Item: Select KRWA Voting Delegate & Alternate

Purpose: Select one voting delegate and one alternate to attend the 2024 Kansas Rural Water Association annual business meeting to be held Thursday, March 28, 2024. **(Voice Vote)**

Background:

The City of Arkansas City is a voting member in good standing with the Kansas Rural Water Association.

KRWA will hold its 55th annual conference & exhibition this year from March 26-28, 2024, at the Century II Convention Center in Wichita, KS. The city is required to certify, in advance, its voting delegate and alternate for the annual business meeting that will be held on Thursday, March 28th.

The city must register all voting delegates with KRWA by Saturday, March 16th.

Commission Options:

- 1. Select one (1) voting delegate and one (1) alternate.
- 2. Table voting for further discussion.

Fiscal Impact:

Amount:

Fund: Department: Expense Code:

Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:

Randy Frazer, City Manager

**Notice of 2024 55th Annual Meeting of Membership
Kansas Rural Water Association
Designation of Voting Delegate**

Notice is hereby given that the 55th annual meeting of the membership of the Kansas Rural Water Association will be held on Thursday, March 28, 2024 beginning at 8:00 a.m. in Room 209 A at the Century II Convention Center in Wichita, Kansas. Active members of the Association (public and private water systems, current on dues) may appoint a voting delegate to the meeting of membership.

Please complete the form below and return it to KRWA to certify the appointment of your delegate and alternate. This form must be returned to KRWA by March 16 to ensure the registration of your delegate.

Agenda

- Reading and approval of minutes
- Report of officers
- Audit Report
- Report of Nominating Committee, election of directors
- Manager's report
- Unfinished business
- New business
- Adjournment

detach and return to KRWA, PO Box 226, Seneca, KS 66538 by March 16

YOU MAY ALSO FAX THE FORM TO KRWA AT 785-336-2751 or

Please print or type --

scan and email to krwa@krwa.net

Name of System: _____ County: _____

Name of Delegate: _____

Address: _____ City: _____ Zip: _____

Email for delegate: _____

Name of Alternate Delegate: _____

Address: _____ City: _____ Zip: _____

Attest by Signature:

Chairman or Mayor: _____ Clerk, Secretary: _____

Section, Item 1.

**Kansas Rural Water Association
Annual Meeting of Membership
PO Box 226
Seneca, KS 66538**

**Kansas Rural Water Association
PO Box 226
Seneca, KS 66538**

Non-profit Organization
Permit No. 12
U.S. Postage
Paid
Seneca, KS 66538

ADDRESS SERVICE REQUESTED

Randy Frazer
City of Arkansas City
118 W. Central - PO Box 778
Arkansas City, KS 67005

6700532643 0006





City Commission Agenda Item

Meeting Date: February 20, 2024
From: Public Services Superintendent Tony Tapia
Item: New 83" X 16' Sanitation Dump Trailer Bid

Purpose: A Resolution authorizing the City of Arkansas City to accept a bid submitted by Keeler Equipment to purchase a 83" X 16' Sanitation Dump Trailer, for an amount not to exceed \$12,250.00. **(Voice Vote)**

Background:

The current trailer that is available for rental is being utilized by the citizens on a weekly basis, we have request from citizens throughout the week if another one is available. This would be an additional trailer to the current trailer we are utilizing. The new dump trailer will have tall sides to help keep items more secure in the trailer when transferring it out to the landfill. The city departments will also be able to utilize this trailer as well to help with projects within the city especially during clean-up time.

Staff solicited bids and recommends going with the Top Hat BP 7-16-14K trailer from Keeler Equipment of Ponca City, OK which our meets budget.

Commission Options:

1. Approve the Resolution
2. Disapprove the Resolution
3. Table the Resolution for further discussion

Fiscal Impact:

Amount: **\$12,250.00**

Fund: **19 - Sanitation** Department: **541 - Sanitation** Expense Code: **7405 – Machinery/Equipment**

Included in budget Grant Bonds Other Not Budgeted

Approved for Agenda by:

Randy Frazer, City Manager

RESOLUTION NO. 2024-02-_____

A RESOLUTION AUTHORIZING THE CITY OF ARKANSAS CITY TO ACCEPT A BID SUBMITTED BY KEELER EQUIPMENT, TO PURCHASE A 83” X 16’ SANITATION DUMP TRAILER, FOR AN AMOUNT NOT TO EXCEED \$12,250.00.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF ARKANSAS CITY, KANSAS:

SECTION ONE: The Governing Body of the City of Arkansas City, Kansas, hereby authorizes the City of Arkansas City, Kansas, to accept a bid submitted by Keeler Equipment to purchase a 83” X 16’ Sanitation Dump Trailer, for an amount not to exceed \$12,250.00.

SECTION TWO: The Governing Body of the City of Arkansas City, Kansas, hereby authorizes the mayor and/or city staff of The City of City of Arkansas City, Kansas, to take such further and other necessary actions that are required to effectuate the intent and purposes of this Legislative Enactment.

SECTION THREE: This Resolution shall be in full force and effect from its date of passage by the Governing Body of the City of Arkansas City, Kansas.

PASSED AND RESOLVED by the Governing Body of the City of Arkansas City, Kansas, on this 20th day of February 2024.

(Seal)

Jay Warren, Mayor

ATTEST:

Tiffany Parsons, City Clerk

APPROVED AS TO FORM:

Larry R. Schwartz, City Attorney

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of Resolution No. 2024-02-_____ of the City of Arkansas City, Kansas, adopted by the Governing Body thereof on February 20, 2024, as the same appears of record in my office.

DATED: _____.

Tiffany Parsons, City Clerk

Sanitation Rental Dump Trailer

| COMPANY | Keeler Equipment | Horsch Trailers | Frank's Truck Service | Larry's Trailer Sales & Service, LLC |
|---------------|------------------------------|---------------------------------------|--|--|
| TRAILER MODEL | Top Hat Dump BP 7-16 14K | 83" X 16' DL- 14K Low-ProDump Trailer | DTB 83" X 16' 7K 4B Iron Bull Trailer | 83" X 16' Iron Bull Bumper Pull Dump Trailer |
| TOTAL COST | \$ 12,250.00 | \$ 13,620.00 | \$ 14,195.00 | \$ 14,200.00 |
| DELIVERY TIME | 5-7 Weeks from order date | 5-7 Weeks from order date | 8-10 Week from order date | 30 Days after purchase |
| MEET SPECS | Yes-16FT long with 4FT sides | Yes-16FT long with 4FT sides | Yes-16FT long with 4FT sides | Yes-16FT long with 4FT sides |
| MEET SPECS | Yes-Tarp & Dual Action Doors | No-Has a Spreader Gate | No-Additional Cost of \$1,200 for 24" extension side walls | No-Has a Three-Way Spreader Gate |

Budgeted amount for this is-\$12,250.00

Recommendation would be the Top Hat Dump BP 7-16 14K due to meeting budget.

Keeler Equipment LLC

4275 N HWY 77 Access Rd
 Ponca City, OK 74601
 580-765-9125

Estimate

| | |
|----------|-----------|
| Date | Estimate# |
| 2/6/2024 | 3605N2968 |

| |
|--|
| Name /Address |
| CITY OF ARK CITY 1407 WEST MADISON AVE. ARKANSAS CITY KS 67005 OUT OF STATE |

| |
|---------|
| Project |
| |

| Description | Qty | Cost | Class | Total |
|--|-----|-----------|-------------------------|-------------|
| TOP HAT DUMP BP 7-16 14K 2- 7K DEXTER BRAKE AXLES 4FT SIDES TARP 3/16 FLOOR PLATE& TOP RAILS DUAL ACTION DOORS LED LIGHTS DUE TO MARKET VOLATLLITY QUOTES ARE ONLY VALID FOR 30 DAVS CURRENT LEAD TIME IS APPROX 5-7 WEEKS FROM ORDER DATE | 1 | 12,250.00 | Carry-out | 12,250.00 |
| TAX EXEMPT STATUS | | | Subtotal | \$12,250.00 |
| | | | Sales Tax (0.0%) | \$0.00 |
| | | | Total | \$12,250.00 |

Re: quote

horschtrailers.com>

Wed 2/7/2024 8:55 AM

To: Tony Tapia <ttapia@arkansascityks.gov>

REVISED NO TAX

83" X 16' DL -14K LOW-PRO DUMP

Total \$13,595

\$25 Title Fee

Grand Total =\$13,620

HITCH

- BUMPER PULL

AXLES

- 7K EZ LUBE ELECTRIC BRAKE SPRING
AXLE(S)

TIRES

- 235/80 R16 (E)10PLY TIRE WITH BLACK
WHEEL

SPARE & MOUNT

- SPARE TIRE MOUNT

COUPLER

- 3' 25K ADJ PINTLE EYE COUPLER

JACK

- SINGLE 10K DROP-LEG JACK

TOOL BOX

- FRONT TOOL BOX

GATES

- SPREADER GATE

RAMPS

- PAIR OF HEAVY DUTY SLIDE IN RAMPS

STABILIZER

- PAIR OF SUPPORT STANDS

FENDERS

-FENDERS

SIDES

- 48" WELD-ON SIDES

STAKE POCKETS

- STANDARD STAKE POCKETS

D-RINGS

- FOUR WELD ON D-RINGS

FRAME

- 8' 13 LB I-BEAM FRAME

CROSSMEMBERS

- 12" CENTER-TO-CENTER CROSSMEMBERS

HYDRAULIC LIFT

- 3 WAY 12V DC PUMP

REMOTE CONTROL

- DEFAULT REMOTE

TARP

- MESH TARP WITH PULL BAR

LIGHTS

- LED PACKAGE

BATTERY

- 12V DEEP CYCLE BATTERY KIT

CHARGER

- SOLAR CHARGER

COLOR

- LAMAR GRAY POWDER COAT

GVWR

- 14000

From: Tony Tapia <ttapia@arkansascityks.gov>

Sent: Wednesday, February 7, 2024 6:05 AM

To: [REDACTED]@horschtrailers.com>

Subject: Re: quote

We are tax exempt and it should be on the quote as such. Could you please resend this quote with the proper amount on it.

Thank you and I hope to be getting back with you real soon.

From: [REDACTED]@horschtrailers.com>

Sent: Tuesday, February 6, 2024 4:25 PM

To: Tony Tapia [REDACTED]

Subject: quote

83" X 16' DL - 14K LOW-PRO DUMP

Total \$13,595

Tax 7.5% (\$1,019.62)

\$25 Title Fee

Bid

Mon 2/12/2024 6:43 AM

To: Tony Tapia

13651

FRANK'S TRUCK SERVICE
TRAILER SALES
124 North Main
South Hutchinson, KS 67505
620-474-1001 | fsosent@ftr.net

NAME: City of Arkansas City
ADDRESS: Frank Ball
CITY: Frank Ball
STATE: KS
ZIP: 67501

DATE RECEIVED: 2-9-24
CUSTOMER'S ORDER NO: 13651

| QUANTITY | PART NO. | DESCRIPTION | UNIT | AMOUNT |
|----------|----------|--|------|---------|
| | | DTB 8376 7K 4B copy | | |
| | | F Beam frame Quabbe port | | |
| | | fuel unit w/ cleaning down w/ diesel gel | | |
| | | Sensor HOT TAP Three | | |
| | | wag gate stakes picks D | | |
| | | beams in floor ponds coated | | |
| | | hid lights | | |
| | | 24" EXT | | |
| | | TOTAL LABOR | | 1200.00 |
| | | TOTAL PARTS | | 1200.00 |
| | | STATE TAX | | 141.95 |
| | | TOTAL AMOUNT | | 2541.95 |

Received By: _____

Sent from my iPhone



New Iron Bull Bumper Pull Dump Trailer
83" X 16'
2 - 7,000lb Axles With Electric Brakes
Dual 6" I-Beam Frame
48" 10ga Dump Sides With Stake Pockets
7ga Steel Flooring
Three-Way Spreader Gate
Side Step Plate
ST235/80 R16 LRE 10-Ply Tires
Spare Tire Mount
2 5/16" 14K Adjustable Coupler
Weld On Diamond Plate Fenders
Multi-Leaf Spring Suspension
10K Spring Loaded Drop Leg Jack
16K TH-516 Scissor Hoist
Full Size Front Locking Toolbox With Pump
Double Acting Pump Unit With Gravity Down
Built-In 5amp Battery Charger
16" x 80" Slide In Ramps
Front Mounted Tarp System
6" Oval LED Lights
Standard Wiring Harness
7-Way Receiver Female Plug With Adaptor
4(ea) 3" x 5/8" Weld on D-Rings
Black Paint

Sales Price \$14,200.00

FOB Wichita, KS
Best Regards,

Andrew Hughes
Larry's Trailer Sales & Service LLC
316-838-1491 (Office)
316-295-0937 (Mobile)

DTB MODEL



IRONCLAD
A NEW BREED OF TRAILERS

Section , Item 1.

Dual 6" I-Beam Dump Trailer

2023 DTB

Iron Bull DTB model trailers are built to work. With 9,900 - 21,000 lbs of GVWR, tons of lifting power and dual 6" I-beam with 24lbs per foot. The DTB gives you strength where strength really matters.



BOX CAPACITY (CUBIC YARDS)
SIZE BASE 3FT 4FT

| 5x10 | 2.8 | | |
|---------------------|-----|-----|-------------|
| hlc | 6.4 | 6.7 | 8.9 |
| libfj&m | | lc | M t w |
| l:Et f DIIM fWMf.fM | | | |
| i:Et li D | | | 4 J M t l M |
| l:1't t:lla·D | | fE | M Uta |



STANDARD FEATURES

- Dual 6" I-Beam Frame (12lbs/ft)
- 7 Gauge Steel Flooring
- 4" Tubing Bed Frame
- 3 x 3/16" Channel Crossmembers
- Full Length Bed Runners and Ramp Pockets
- 10 Gauge 18" or 24" Steel Sides
- Standard Retractable Tarp Kit
- 10k Drop-Leg Jack
- 2 5/16" Adjustable Coupler
- Cambered Brake Axles
- Multi-leaf Slipper Spring Suspension
- Black Mod Wheels
- Radial Tires
- Spare Tire Mount
- Slide-in Ramps

- Rear Support Stand Bracket
- Three-Way Spreader Gate
- Powdura Powder Coat & One Cure Primer
- Scissor Hoist with 516 Cylinder
- Double Acting Pump Unit w/ Gravity Down
- Flow Control Valve
- Locking Pump Box
- Standard Stake Pockets
- Weld On Diamond Plate Fenders
- Four Floor Mounted 5/8" D-Rings
- DOT Approved Lifetime LED Lighting
- Molded Sealed Harness with Resistors
- LED Voltage Indicator in Remote
- Built-In 5 amp Battery Charger
- 7-Way Receiver Female Plug with Adapter

BUILD A QUOTE ONLINE AT NORSTARCOMPANY.COM

GRAB A BULL BY THE HORNS

Dual 6" I-Beam Dump Trailer
2023 BASE SPECS

| WIDTH | LENGTH | GVWR | AXLES | TIRE/WHEEL | SIDES | WEIGHT |
|-------|--------|-------|-------------|-------------------|-------|--------|
| 60 | 10 | 7000 | 2 X 3500 lb | 205/75R15 5 Hole | 18" | 2630 |
| 60 | 10 | 10000 | 2 X 5200 lb | 225/75R16 6 Hole | 18" | 2730 |
| 72 | 10 | 10000 | 2 X 5200 lb | 225/75R16 6 Hole | 24" | 3640 |
| 72 | 12 | 10000 | 2 X 5200 lb | 225/75R16 6 Hole | 24" | 3920 |
| 72 | 12 | 14000 | 2 X 7000 lb | 235/80R16 8 Hole | 24" | 4085 |
| 83 | 12 | 14000 | 2 X 7000 lb | 235/80R 16 8 Hole | 24" | 4425 |
| 83 | 14 | 14000 | 2 X 7000 lb | 235/80R 16 8 Hole | 24" | 4735 |
| 83 | 16 | 14000 | 2 X 7000 lb | 235/80R16 8 Hole | 24" | 4825 |
| 83 | 16 | 21000 | 3 X 7000 lb | 235/80R16 8 Hole | 24" | 5200 |

*WEIGHT OF UNITS ARE APPROXIMATES ONLY AND SUBJECT TO CHANGE DEPENDING ON OPTIONS

OPTIONAL FEATURES

| CODE | DESCRIPTION | CODE | DESCRIPTION |
|------|---------------------------|------|-----------------------------|
| 082 | Tandem 8k Axles | W91 | Cold Weather Harness |
| S01 | Rear Stabilizer Jacks | J42 | 2-1 OK Drop-Leg Jacks |
| S61 | 3' Side Walls | J51 | Hydraulic 10k Jack |
| S62 | 4' Side Walls | S90 | Solar Charger (1.5Amp) |
| X90 | 24" Solid Side Extensions | V53 | 3 Stage Telescopic Cylinder |
| R90 | Wireless Remote | V54 | 3-Way Pump |

DTB OPTIONAL FEATURES


3 Stage Telescopic Cylinder



3' or 4' Sidewalls



Rear Stabilizer Jacks



Retractable Turtle Tarp



Supersized Toolbox



Available three 7k Axles



**CITY OF ARKANSAS CITY, KANSAS
FINANCIAL SUMMARY
Year-To-Date January 31, 2024**

| Fund | Cash Summary | | | | | | Budget Summary | | | |
|--|---------------------------------------|--|------------------------|------------------------|---------------------------------|--------------------------------------|-------------------------|---------------|--|-------------------------|
| | 1/1/2024 Beginning Cash Balance | Prior Year Encumbrances/ Adjusting Entries | Receipts | Disbursements | Change in Assets/Liabilities | 01/31/2024 Ending Cash Balance | Budget | Encumbrances | Budget Variance Favorable (Unfavorable) | % Remaining (92%) |
| 01 - GENERAL FUND | \$ 2,356,290.80 | \$ - | \$ 3,172,804.90 | \$ 635,557.13 | \$ (69,665.28) | \$ 4,823,873.29 | \$ 14,115,945 | \$ 3,304.57 | \$ 13,477,083 | 95% |
| 15 - STORMWATER FUND | \$ 458,654.52 | \$ - | \$ 32,180.57 | \$ 8,007.15 | \$ (12,969.74) | \$ 469,858.20 | \$ 443,070 | \$ - | \$ 435,063 | 98% |
| 16 - WATER FUND | \$ 3,677,908.84 | \$ - | \$ 404,804.73 | \$ 1,589,117.32 | \$ (127,602.70) | \$ 2,365,993.55 | \$ 5,937,448 | \$ 466,548.06 | \$ 3,881,783 | 65% |
| 18 - SEWER FUND | \$ 4,477,977.68 | \$ - | \$ 249,121.07 | \$ 75,508.08 | \$ (471,229.71) | \$ 4,180,360.96 | \$ 2,976,359 | \$ 11,550.30 | \$ 2,889,301 | 97% |
| 19 - SANITATION FUND | \$ 1,570,267.02 | \$ - | \$ 164,645.05 | \$ 88,000.61 | \$ (20,159.19) | \$ 1,626,752.27 | \$ 1,882,780 | \$ 1,895.15 | \$ 1,792,884 | 95% |
| 20 - SPECIAL RECREATION FUND | \$ 49,082.60 | \$ - | \$ - | \$ - | \$ - | \$ 49,082.60 | \$ 70,425 | \$ - | \$ 70,425 | 100% |
| 21 - SPECIAL STREET FUND | \$ 564,297.00 | \$ - | \$ 79,523.08 | \$ 61,324.97 | \$ 6,641.41 | \$ 589,136.52 | \$ 715,100 | \$ - | \$ 653,775 | 91% |
| 23 - TOURISM/CONVENTION FUND | \$ 110,708.22 | \$ - | \$ - | \$ - | \$ - | \$ 110,708.22 | \$ 272,922 | \$ - | \$ 272,922 | 100% |
| 26 - SPECIAL ALCOHOL FUND | \$ 85,992.76 | \$ - | \$ - | \$ 600.00 | \$ (1,562.01) | \$ 83,830.75 | \$ 111,739 | \$ - | \$ 111,139 | 99% |
| 27 - PUBLIC LIBRARY FUND | \$ 8,553.94 | \$ - | \$ 255,984.78 | \$ 255,984.78 | \$ (8,553.94) | \$ (0.00) | \$ 454,974 | \$ - | \$ 198,989 | 44% |
| 29 - SPECIAL LAW ENF TRUST FUND | \$ 2,848.48 | \$ - | \$ - | \$ - | \$ - | \$ 2,848.48 | Not a Budgeted Fund | | | |
| 31 - LAND BANK FUND | \$ 16,608.90 | \$ - | \$ - | \$ 120.27 | \$ 120.27 | \$ 16,608.90 | \$ 21,451 | \$ - | \$ 21,331 | 99% |
| 32 - MUNICIPALITIES FIGHT ADDICTION FUND | \$ 32,235.16 | \$ - | \$ - | \$ - | \$ - | \$ 32,235.16 | \$ 59,253 | \$ - | \$ 59,253 | 100% |
| 43 - BOND & INTEREST FUND | \$ 160,927.81 | \$ - | \$ 1,829,253.88 | \$ 1,046,750.00 | \$ - | \$ 943,431.69 | \$ 2,611,836 | \$ - | \$ 1,565,086 | 60% |
| 44 - HEALTHCARE SALES TAX FUND | \$ - | \$ - | \$ 194,275.22 | \$ 194,275.22 | \$ - | \$ - | \$ 2,500,000 | \$ - | \$ 2,305,725 | 92% |
| 45 - UNPLEDGED HEALTHCARE SALES TAX FUND | \$ 30,403.17 | \$ - | \$ 8,126.12 | \$ - | \$ - | \$ 38,529.29 | \$ 252,800 | \$ - | \$ 252,800 | 100% |
| 53 - MUNICIPAL COURT FUND | \$ 9,515.63 | \$ - | \$ - | \$ - | \$ 5,543.12 | \$ 15,058.75 | Not a Budgeted Fund | | | |
| 54 - EQUIPMENT RESERVE FUND | \$ 184,746.02 | \$ - | \$ - | \$ - | \$ - | \$ 184,746.02 | Not a Budgeted Fund | | | |
| 57 - CID SALES TAX FUND | \$ - | \$ - | \$ 5,503.79 | \$ 5,503.79 | \$ 5,503.79 | \$ 5,503.79 | \$ 85,000 | \$ - | \$ 79,496 | 94% |
| 68 - CAPITAL IMPROVEMENT FUND | \$ 1,558,692.81 | \$ - | \$ 5,275.90 | \$ - | \$ (11,375.00) | \$ 1,552,593.71 | Not a Budgeted Fund | | | |
| TOTALS | \$ 15,355,711.36 | \$ - | \$ 6,401,499.09 | \$ 3,960,749.32 | \$ (705,308.98) | \$ 17,091,152.15 | \$ 32,511,102.00 | | | |

INDEBTEDNESS:

| | |
|--------------------------------------|----------------------|
| 2019 PBC | \$ 15,955,000 |
| GO 2020 REFUNDING & IMPROVEMENT BOND | \$ 16,115,000 |
| GO 2022 TAXABLE STROTHER FIELD | \$ 4,290,000 |
| GO 2023 TAXABLE LAND PURCHASE | \$ 515,000 |
| 2019 FERRARA PUMPER TRUCK LEASE | \$ 301,400 |
| 2021 RAVO STREET SWEEPER | \$ 43,290 |
| 2023 WWTP SRF LOAN | \$ 9,291,483 |
| TOTAL | \$ 46,511,172 |

Note: Information is Unaudited